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BEER CH	No.								
CAL	CAL		Hial	h Schoo	I to Co	ollege ar	nd Career	Pathway: Post-Seco	ndary
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EDV									
Region:	Southwest			Area of Study:			Business Education		
District:	Washington			Pathway:			Business Administrative Support		
School:				College/Institution:			Dixie Applied Technology Center		
Contact:	Cheryl Cox			Articulation Agreement in Place?					
Phone:	(435) 673-3553 x201			Date:					
Email:		washk12.org							
Name of I	Degree or	Certificate	: Office Technology	y Certificate					<u> </u>
				Legend (CTE Course Type)					
				= Introductory			E = Elective Course		
				= Foundation (	Course: (requ	uired)	A = Additional Artic		
			HIGH SCH	IOOL				COLLEGE	
		Core Code	High School Sugge: Course		H S Credit	Concurrent Colle Credit	ge College Course #	College General Education Requirements	College Credit
		1							
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		+							

CTE Pathway Course	CTE Course	CIP#	High School Suggested CTE Pathway Courses	H S Credit	Concurrent College Hours	College Course #	College Major Course Requirements	College Hours
Х	Type F	52.0511	Business Communication I	0.5				
Х	F	52.0521	Business Communication II	0.5				
Х	F	52.0419	Computer Technology II	0.5				
Х	F	52.0471	Word Processing	0.5				
Х	Е	52.0312	Accounting I	0.5				
Х	Е	52.0322	Accounting II	0.5				
Х	Е	52.0451	Administrative Procedures	0.5				
Х	Е	52.0441	Business Law	0.5				
Х	Е	52.0211	Business Management	0.5				
Х	E	52.0311	Business Math	0.5				
Х	E	52.0254	Business Web Page Design	0.5				
Х	Е	52.0447	Desktop Publishing I	0.5				
Х	Е	52.0457	Desktop Publishing II	0.5				
Х	Е	08.0211	Leadership Principles	0.5				
Х	Е	08.0708	Marketing	0.5				
Х	Е	52.0461	Word Processing Basics	0.5	90	BTEC 1110	Computer Literacy	90
Х	Е	32.0199	Student Internship	0.5	30	WKSK 1500	Job Seeking Skills	30
Х	Α				90	BTEC 1110	Computer Literacy	90
Х	Α				60	BTEC 1010	Keyboarding I	60
Х	А				60	MATH 1000	Math for Business Technology	60
Х	Α				60	BTEC 1020	Business Machines	60
Х	Α				30	BTEC 1040	Records Management	30
Х	Α				30	BTEC 1120	Operating Systems Fundamentals	30
Х	Α				90	BTEC 1130	Word Processing Applications	90
Х	Α				60	BTEC 1140	Spreadsheet Applications	60
Х	Α				60	BTEC 1150	Database Applications I	60
Х	Α				60	BTEC 1160	Electronics Presentations	60
Х	Α				30	BTEC 1170	Internet Applications	30
Х	Α				90	BTEC 1510	Business English	90
Х	Α				90	BTEC 1520	Business Correspondence	90
Х	Α				60	WKSK 1400	Workplace Relations	60
Total potenti	al hours e	earned in F	ligh School:		900	Total hours re	quired for Degree/Certificate:	900